

Harberton Parish Neighbourhood Plan (HNP)

Minutes of the meeting of the Steering Group

7.00pm, Thursday 2nd November 2017 Harberton Parish Hall

In attendance: Geoff Broom, Ginny Davidson, Sally Lougher, Nuala McDonnell, Stanley Oldfield, Charlie Wynne.

Apologies: Dennis Smith Alex Williams Roger Hands.

Public: 1, Nick Williams (CLT)

Minutes: Ms C. Radford

Agenda

1. **Apologies** were received as above. It was noted for the minutes that Dennis Smith had resigned from the steering group.

1.1 Record of two consecutive meetings missed None

2. **New members to the steering group – consider electing new members to the steering group**
Geoff Broom was nominated, seconded and elected to the steering group.

3. **Declaration of Interests: To declare any interests (nature and scope) on items on the agenda.**

Name	Item	Detail	Action Taken
Geoff Broom	10.2	Owner of housing site 4	Noted. Site 4 was not discussed.
Charlie Wynne	10.2	Owner of land adjacent to housing site 9	The member did not contribute to discussion on issues in relation to site 9.

4. **Consider approval of minutes of the last meeting It was AGREED** to sign the minutes of the meeting of 28th September 2017 as an accurate record.

5. **Actions from minutes not included elsewhere on the agenda**

5.1 Gathering data on Road Traffic Incidents within the Parish It was reported that a map of the area had been provided to DCC showing the area for which traffic data was requested. Ginny reported that she had been in touch with the Police about the Community Speed watch and will raise issues with Devon County Highways at the annual Highways conference.

6. **Consider comments from website** None

7. **Receive update from Parish Council meeting** None

8. **Community Land Trust Scheme (CLT) - Opportunity to ask questions** Nick Williams, who is the Parish Council's representative in the development of the CLT project attended the meeting to give context to the CLT project and answer questions about allocation. A summary of the discussion follows:

- *What is the history of the CLT?* Approximately 6 years ago, the Parish Council was one of several councils in the local area to be contacted by the Land Society with an initiative to find sites for self-built affordable homes for people in the community. The project with the Land Society didn't progress due to contract complications, but the 'Harberton and Harbertonford Community Land Trust Community Interest Company (CIC)' was established to continue the work. After three years of actively seeking land to develop, a plot became available and a pre-application process began, working with solicitors, surveyors, architects and South Hams District Council (SHDC). A planning application has now been submitted to SHDC for 10 homes plus 2 market price houses.
- *What is the structure of the CLT?* The CLT is a group of active members looking to build a house in which to live, plus volunteers to support the process, including a representative of the Parish Council. As a registered Community Interest Company (CIC) it has a board of directors, which include volunteers Nick Williams and Joanne Tisdale, plus members of the CLT who will ultimately live on the development should it be built.
- *Who owns the shares of the company? How is the community project protected if the company goes into liquidation?* A CIC is a special type of limited company which exists to benefit the community rather than private shareholders, therefore there are no shares. All properties are leasehold properties, the CLT will retain the land. If the CIC were to liquidate, assets of the CIC would revert to the community. [Note made on 7th December 2017 It was subsequently discovered an asset-

locked body, chosen by the regulator as per Harberton and Harbertonford CLT Memorandum and Articles of Association]

- *Is the CLT site an 'exception site'?* It is an exemption site developed under the guidelines of the SHDC Village Housing Initiative.
- *How were the houses allocated?* Allocation was undertaken and strictly controlled by the Affordable Housing Team at Follaton House, who recommended 'Help To Buy Southwest'. They scored the applications against criteria (full criteria was supplied to the HNP by email ahead of the meeting) and made the final allocations. Not everyone who applied met the criteria. Six houses have been allocated to applicants from the Parish. The scheme then allowed the opportunity to be circulated to neighbouring Parishes and the final four were then allocated.
- *How will the homes, once built, be ring fenced for the community?* The contract with the house owners/builders stipulate that they will only be able to sell to someone who meets the criteria and that they are only allowed to sell the property for what they paid for it. As 'self-finished' homes the only money that a householder can make on the property is on sweat equity. No-one is building to make money, everyone is building to live. The CLT has employed the services of solicitors with a track record of working with other CLT groups in the area to make sure that the homes are ring fenced through householder contracts.
- *Are all the buildings homes? There have been rumours regarding use.* There is a shared use workshop used in the plans. Householders have been involved in the internal design of their homes so that they suit need. i.e. number of bedrooms, or in the case of one householder, a larger reception room to enable yoga practise.
- *Is parking provided?* Yes, with solar cells on the roofs. The solar cells will belong to the CLT.
- *What about flooding?* The brief for the design of the development was to ensure that there would be no more run off than from the field as it currently exists. The green roof will take an average 40% of the rain fall. The streets are not paved streets, but will be permeable, the attenuation pond is to take any further run off and there will be new Devon banks created.
- *Could the CLT project move to a different site?* It has been suggested that the land adjacent to the Meadow Close is now available for development, however the CLT has no funding to undertake all the preapplication work in a new site as an investment of £50,000 has been made in bringing development to planning for the oak field site. A new CLT project could be formed to develop that site if there was interest to do so.

9. **Review introduction, consider approval** All members had received an updated draft of the introduction in advance of the meeting and minor updates were tabled for discussion. **It was AGREED** to accept all changes within the document. **Action:** Charlie agreed to upload to the website. Ginny will send the most recent version.

10. Review and develop site assessment

- 10.1 Consider proposals on new headings/criteria A revised detailed site assessment template had been circulated by Charlie for comment. The Steering Group agreed that the revised format was much improved, however it was agreed to include both versions of the site assessment in the plan appendices.
- 10.1.1 *Strategic Issues: Flooding* There was a discussion about history of flooding issues in Harberton and the clerk provided an update on Parish Council actions to relieve flooding in the Ford Farm area. It was reported that a survey had been undertaken several years ago and the scheme was not taken forward. Cat agreed to contact Devon County Council to remind that a request had been made for a copy of the report.
- 10.1.2 *Strategic Issues: parking and road crossing* It was reported that there is funding available for capital projects through the Community Reinvestment Project Fund. As Clerk, Cat had enquired as to whether Harberton Parish could be eligible for funding to support capital crossing initiatives. It was discussed to include condition for a small village car park (min 20 spaces) if site 2 were to be developed.
- 10.1.3 *Planning Conditions* It was suggested that the HNP includes a list of conditions for development on any site that is identified as 'bad' for development. **Action:** Charlie volunteered to prepare an example for consideration at the next meeting.
- 10.2 Review sites not yet attended to The group reviewed all sites on the 'Raw data' site assessment document.
11. **Review SHDC officer comments on draft plan** Ginny agreed to circulate response to SHDC officer comments and circulate document for review at the next meeting.
12. **Any other business** None
13. **Confirm date and time of the next meetings** 7pm Thursday 7th December, Harberton Parish Hall.